

ENGINEERING TECHNICIAN III



City of Torrance

The City of Torrance is recruiting team members who want opportunities to use their skills, enjoy meaningful and challenging assignments, have pride in accomplishment, and work with friendly colleagues.

In this advanced journey level position, Engineering Technician III's perform complex technical civil engineering work; perform skilled computer-aided drafting and GIS work in the production of drawings, construction plans and maps; and assist engineers in the design of engineering, maintenance and construction projects.

HOW DO I QUALIFY?

Any combination of education/ experience that is equivalent to:

Education: Graduation from high school, including or supplemented by courses in algebra, geometry, trigonometry, engineering drawing, computer aided drafting and surveying. An Associate's degree in math, GIS or engineering is desirable; and

Experience: Five (5) years of technical engineering experience, which include two (2) years as a drafter using computer aided drafting and design.

License: A valid California Class C Driver's License.

To be a **SUCCESSFUL** fit in this position, candidates will possess:

- A working knowledge of Microsoft Windows software applications, such as spreadsheets, databases, and engineering computing applications; AutoCAD and ESRI GIS software is highly desirable.
- The ability to create maps, reports, presentations and provide cartographic advice to others.
- The capacity to read construction plans.
- The ability to perform field checks to gather or verify utility and feature locations and data.
- Ability to research and evaluate information relevant to the GIS.
- Basic engineering skills and knowledge of geometry.
- The ability to make logical and rational judgment/decision-making.
- Resourcefulness to creativity to solve problems by using technology
- Excellent communication and interpersonal skills to effectively interact with, assist and gain information from contractors, customers, and other city contacts.
- The ability to work independently, be a self-starter, and take initiative when necessary.

PAY, BENEFITS, & PERKS

- **\$4816 - \$5856** per month
- Paid Vacation, Sick & Holiday Time
- 9/80 Work Schedule with alternate Fridays off
- Education/Tuition Reimbursement
- Employee Development Program
- Interest-free Computer Loan
- Dell Discount
- Cell Phone Service Discount
- Rideshare/Carpool/Van Pool
- Secured bike lockers
- On-site exercise/locker rooms
- Recreation classes
- Entertainment/Attraction Discounts
- Employee Referral Incentives
- Family Health, Dental and Vision Plans and life insurance
- Flexible Benefits which provides tax-free options for medical, dental and child care expenses
- Retirement benefits through the California Public Employees Retirement System (CalPERS). The City offers the 2%@55 plan which is funded through both employer and employee contributions. The City contributes 10.468% and the employee contributes 7% on a pre-tax basis. This benefit may be subject to change based on recently adopted state legislation.
- Employees currently contribute 4.2% toward Social Security and 1.45% toward Medicare
- Deferred Compensation Program

APPLICATION PROCESS

If this opportunity is a fit for your talents, submit your application package to be considered for this pivotal career move. **An application package includes the online City application and supplemental questionnaire.** Only online submissions will be considered. **Application filing deadline:** When 200 applications have been received or Tuesday, November 6, 2012 at 5:30 p.m., whichever occurs first. The online application is available at www.TorranceCA.Gov.

WHAT HAPPENS NEXT?

Application packages will be carefully reviewed. Candidates who best demonstrate that their training and experience meet the City's need will be invited to the examination process. The examination will consist of a written (30%) tentatively scheduled for **Thursday, Nov. 29, 2012**, performance (30%) tentatively scheduled for **Tuesday, Dec. 18, 2012** and an Oral Interview (40%) tentatively scheduled for **Wednesday, Jan. 9, 2013**.

SPECIAL NOTES

Applicants with disabilities who require special testing arrangements must contact the Human Resources Office prior to the final filing date.

As a condition of employment, candidates must pass a background check and pre-employment medical examination.

The provisions of this announcement do not constitute an expressed or implied contract and any provisions contained in this announcement may be modified or revoked without notice.

10/15/12-sme

CITY OF TORRANCE

**ENGINEERING TECH III
SUPPLEMENTAL QUESTIONNAIRE
Job Code 12093311**

The information provided in your responses will be used to determine who is **best qualified** to proceed to the next stage of the selection process.

1. Do you have a degree in Engineering, Geographic Information Systems (GIS), or Math?
No _____
Yes _____ Indicate, what degree and subject
2. Do you have experience with AutoCAD?
No _____
Yes _____
If yes, please describe your experience.
3. Do you have experience with ARC GIS software?
No _____
Yes _____
If yes, please describe in detail the following:
 - a.) Describe a recent project you worked on using ARC GIS software.
 - b.) What were the data sources and origins used in the project?
 - c.) What tools/functions or additional applications were utilized to complete the project?
 - d.) Describe the final outcome of the project.
 - e.) Submit a copy of one original map you created that illustrates the GIS project. (Note: The on-line application does not allow attachments. Please email the map(s) in PDF format to jobinfo@TorranceCA.gov and reference GIS Project in the subject line.
4. Describe in detail your experience in drafting, designing or reading utilities plan. (i.e. Sewer, Water and Storm Drain)
5. City of Torrance maintains a high standard for customer service. Please describe a situation where you've had to deal with an irate customer. How did you handle it?